



CALIFORNIA

Technician/AGR Administrative Instruction

National Guard Technicians - CAL NG Active Guard/Reserve

MILITARY DEPARTMENT

**P. O. BOX 269101
Sacramento, CA 95826-9101**

NUMBER

02-29

18 November 2002

Expires 17 November 2003

EFFECTIVE DATES OF TECHNICIAN APPOINTMENT, CONVERSION, PROMOTION, AND REASSIGNMENT ACTIONS

1. The purpose of this TAAI is to advise Commanders, Directors, and supervisors of California National Guard technicians of the requirement for prior approval from the Directorate for Human Resources prior to appointing a new technician; or converting, promoting, or reassigning a current technician.
2. No appointment, conversion, promotion, or reassignment action can be made effective prior to the date on which the appointing officer (delegated by law and The Adjutant General to the Director for Human Resources) has approved the action. By approving the action, the appointing officer certifies that the action meets all legal and regulatory requirements and, in the case of appointments, that the position to which the new employee is being assigned has been established and properly classified. Because of this, the appointing officer cannot sign the personnel action until it has been properly staffed by all functional areas specialists such as, classification, and staffing.
3. Under no circumstances will a Commander, Director, or supervisor advise a new employee to begin working in a position without prior confirmation from the Directorate for Human Resources.
4. Direct questions concerning this TAAI to SMSgt Michael Hunt at CAGNET 63354, DSN 466-3354 or (916) 854-3354.

FOR THE ADJUTANT GENERAL:

LAWRENCE D. COOPER
COL, OD, CA ARNG
Director for Human Resources

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